



CITY OF NEW RICHMOND

156 East First Street  
New Richmond, Wisconsin 54017  
ph 715.246.4268 fx 715.246.7129  
[www.newrichmondwi.gov](http://www.newrichmondwi.gov)

**January 17, 2013**

**TO ALL PARK BOARD MEMBERS:**

<b>Jim Zajkowski</b>	<b>James Jackson</b>
<b>Joe Ard</b>	<b>Frank Norton</b>
<b>Craig Kittel</b>	<b>Susie Van Blaircom</b>
<b>Erica Kufus</b>	

**PARK DIRECTOR**

**Joe Kerlin**

This is to notify you of a Park Board Meeting on Wednesday, January 23, 2013 at 6:15 p.m. in Lower Conference Room #1 at the New Richmond Civic Center, 156 East First Street, New Richmond, Wisconsin.

***If you are unable to attend the meeting, please notify Joe Kerlin at 243-0440 at your earliest convenience.***

**AGENDA:**

- 1. Roll Call**
- 2. Adoption of Agenda**
- 3. Approval of Minutes of the Previous Park Board Meeting, November 28, 2012.**
- 4. Public Business Items**
  - a. Public Comment**
- 5. Development of Freedom Park**
  - a. Friends of Freedom Park meeting 1/08/13, (minutes attached)**
  - b. Proposed donation from RCU**
  - c. Irrigation project**
- 6. Unfinished Business**

**(Consideration and action on matters tabled, postponed or referred to a committee at a previous meeting)**

  - a. Friends of the Dog Park meeting 1/16/13, (minutes attached)**
  - b. Doughboy Trail update**
  - c. LTI discussion/survey, possible skate park at Woodland Creek Park**
  - d. Mary Park shelter**
  - e. New Richmond Baseball Club – Field prep invoices**
  - f. Monette Park – Possible improvements**

**actively inviting | naturally authentic**

**7. New Business**

**(Action on newly introduced motions, ordinances, resolutions or other matters)**

- a. Possible partnership of Middle School tennis courts**
- b. Naming Rights Policy (document attached)**
- c. Project plan for 2013**

**8. Park and Rec Reports**

- a. Director's Report**
- b. Park Land Trust Fund - \$75,386.63**

**9. Announcements**

**10. Adjournment**

**James Zajkowski  
President**

**cc: The News  
Northwest Community Communications  
City website**

**A majority of the members of the New Richmond City Council may be present at the above meeting. Pursuant to State ex rel. Badke v. Greendale Village Board., 173 Wis. 2d 553, 494 N.W. 2<sup>nd</sup> 408(1993) such attendance may be considered a meeting of the City Council and must be noticed as such, although the Council will not take action at this meeting.**

**If you need a sign language interpreter or other special accommodations, please contact the City Clerk at 246-4268 or Telecommunications Device for the Deaf (TDD) at 243-0453 at least 48 hours prior to the meeting so arrangements can be made.**

**PARK BOARD MEETING  
WEDNESDAY, NOVEMBER 28, 2012**

President Jim Zajkowski called the Park Board meeting to order at 6:18 p.m. on November 28, 2012.

**Members Present:** Jim Zajkowski, Craig Kittel, Erica Kufus, Susie Van Blaircom, James Jackson and Frank Norton

**Members Absent:** Joe Ard

**Others Present:** Lynette McCarty, Jeff Peplau, Dave Mehls and Joe Kerlin

Craig Kittel moved to adopt the agenda moving item 7a to follow item 3a, seconded by Erica Kufus, motion carried.

Frank Norton moved to approve the minutes of October 24, 2012 meeting and Special Park Board meeting of October 29, 2012 seconded by James Jackson, motion carried.

**Leadership Trust Initiative (LTI) Discussion/survey of Possible Skate Park in Woodland Creek:**

There was discussion on possibly putting a skate park in the Woodland Creek area where the basketball courts are currently located. Joe was asked to get some prices and information on companies that make the equipment. There was discussion on liability issues. LTI will return with results from the survey.

**Public Business Items**

**Public Comment:**

Frank Norton asked if the City was interested in maintaining the tennis courts that are next to the Middle School. This will be put on next month's agenda.

**Development of Freedom Park**

**Partnership with VFW, Legion, Soccer, Baseball and Centre:**

The groups met last night and there is another meeting scheduled for January 8<sup>th</sup> at 6 p.m. Soccer has committed \$5,000 a year for five years, providing there is a match. There is an opportunity in 2014 to have the "Moving Wall" (this is a replica of the wall from Washington D.C. with names of those who lost their lives in the Vietnam War) brought to New Richmond. Dave is working on next year's Freedom Fest. Anticipated dates are May 18<sup>th</sup> & 19<sup>th</sup>.

**Proposed Donation From RCU:**

Joe presented information on a possible donation from RCU for the soccer field's irrigation system. Dave and Joe will work with Matt Casey on how to recognize their contribution. See attached.

**Irrigation Costs:**

There was discussion on the irrigation costs. See attached.

**Unfinished Business**

**Dog Park Site Plan:**

There was discussion on the site plan for the Dog Park. Frank Norton moved to accept the proposal, seconded by Erica Kufus and carried. Susie Van Blaircom moved to use \$2,750 from the Parkland Dedication Fund, provided the remainder is matched by fundraising, seconded by Craig Kittel, motion carried.

## FREEDOM PARK Soccer Field Sponsor Fee

The following is strictly some ideas to open discussion on how to come up with a formula for determining a fee for sponsorship of a soccer field at Freedom Park.

This proposal uses five items to determine the fee:

1. Length of Sponsorship
2. Estimated Field Construction Cost (% of Cost)
3. Estimated Annual Maintenance Cost for a field
4. Endowment Fund Contribution
5. Sponsor Recognition Sign/Stone

The field construction costs were derived from 2011 per unit costs that Rettler Corporation uses for figuring cost estimates and from a field dimension of 380' x 250'.

The annual maintenance costs are based off of N.R. Parks Dept. maintenance costs from 20012.

### Items to Discuss:

1. Length of Sponsorship

2. Field Construction Cost – PER FIELD

Field Dimensions Total – 380' x 250'		
Strip Topsoil	-	\$14,778.00
Haul Sand	-	\$17,595.00
Place Sand	-	\$17,595.00
Place Topsoil	-	\$ 5,717.00
Seed/Fert./Mulch	-	\$ 9,500.00
Irrigation	-	<u>\$15,000.00</u>
		\$80,185.00

3. Annual Maintenance Cost – PER FIELD

Overseeding & Labor	-	\$ 630.00
Fertilizing & Labor	-	\$ 820.00
Irrigation Fee & Elec.	-	\$ 100.00
Mowing & Trimming	-	\$ 650.00
Paint	-	\$ 400.00
Misc. Repairs/Purchases		
-Benches, Cans, Bleachers		
Goals, Irrigation, etc	-	<u>\$ 400.00</u>
		\$ 3,000.00

4. Endowment Fund Fee
5. Sponsor Recognition Sign
6. Other - Inflation, etc.

# FREEDOM PARK

## ROUGH COST ESTIMATES FOR IRRIGATION OPTIONS

NOVEMBER 2012

### 1. CITY SEWER AND WATER

A. 8" WATER LINE – APPROX. 1100 LINEAR FEET (BLUEBILL AVE. TO NORTH SHELTER)			
\$30.00/LINEAR FOOT FOR PIPE	-		\$33,000.00
\$ 5.00/LINEAR FOOT FOR MISC. FITTINGS	-		\$ 5,500.00
\$2,000.00/FIRE HYDRANT X 3	-		<u>\$ 6,000.00</u>
			\$44,500.00
B. 8" SANITARY SEWER LINE – APPROX. 1100 LIN. FT. (BLUEBILL TO NORTH SHELTER)			
\$35.00/LINEAR FOOT FOR PIPE	-		\$38,500.00
\$ 5.00/LINEAR FOOT FOR MISC. MANHOLES, COVERS, ETC.			<u>\$ 5,500.00</u>
			\$44,000.00
C. WATER USAGE			
\$2.30/Per 1000 GALLONS USED			
ESTIMATED ANNUAL USAGE FOR JUST 6 SOCCER FIELDS IS 3,000,000			
GALLONS	-	ANNUALLY	\$ 6,900.00
D. PUMPHOUSE	-		\$ 4,000.00
E. ELECTRICITY	-		\$ 500.00
3 PHASE – TRANSFORMER TO PUMP			
F. IRRIGATION CONTROLLER STATION	-		\$ 4,000.00
G. IRRIGATION MATERIALS (4 FIELDS)	-		<u>\$ 40,000.00</u>
<b>TOTAL</b>			<b>\$137,000.00</b>

PLUS ANNUALLY \$ 6,900.00

### 2. PUMPING FROM HATFIELD LAKE

A. BOOSTER PUMP/S	APPROX. \$17,500.00 BUT DONATED FROM NRG		\$ 0
B. BOOSTER PUMP MATERIALS	-		\$ 5,000.00
C. PUMPHOUSE	-		\$ 4,000.00
D. ELECTRICITY – 3 PHASE- TRANSFORMER TO PUMP	-		\$ 7,000.00
E. PIPE FROM LAKE TO SOCCER FIELDS	-		\$ 8,500.00
F. IRRIGATION CONTROLLER STATION	-		\$ 4,000.00
G. IRRIGATION MATERIALS (4 FIELDS)	-		<u>\$ 40,000.00</u>
<b>TOTAL</b>	-		<b>\$ 68,500.00</b>

### 3. WELL SYSTEM

A. WELL & PUMP	-		\$40,000.00
B. PUMPHOUSE	-		\$ 4,000.00
C. ELECTRICITY-3 PHASE-TRANSFORMER TO PUMP	-		\$ 500.00
D. IRRIGATION CONTROLLER STATION	-		\$ 4,000.00
E. IRRIGATION MATERIALS (4 FIELDS)	-		<u>\$40,000.00</u>
			<b>\$88,500.00</b>

**Doughboy Trail Update:**

Joe gave an update on the Doughboy Trail applications and permits. Estimated completion date is July.

**Park Farm Lease Money:**

Joe gave the breakdown of the lease money. Dave explained he will keep some of the funds for projects at Freedom Park. The remainder will be put towards the loan that was taken for the National Guard Project.

**New Richmond Softball Association (NRSA), Facility Manager Proposed Position:**

There are communities in Wisconsin that help manage adult softball leagues. Findings show this helps promote the ball fields. Leagues that are not managed by the City have often had problems with missing funds. Jim and Craig will talk to Mike regarding this position.

**Mary Park Shelter:**

The color options were presented for the shelter. Motion was made by Frank Norton to use Mocha Tan for the ceiling and Fern Green for the roof, seconded by Craig Kittel, motion carried.

**Hatfield Camp Ground Addition:**

Nothing at this time.

**Downtown Flowers:**

Background information was given on how this program has been run in the past. Currently there are 26 flower baskets and 27 ground pots. The new program will be presented to the City Council on December 10<sup>th</sup>.

**New Business****Monette Park – Possible Improvements:**

Messes and Masterpieces are willing to help on this project. Christine Melby is offering to write a grant to help pay for supplies. Joe and Erica gave some ideas on what could be done at this park.

**Park Impact Fees – “2006 Impact Fee Needs Assessment” for Park Facilities:**

The Needs Assessment was reviewed and discussed.

**Proposed Change to Sport Field Sponsor Agreement:**

Dave presented ideas on how to sell signs for the ball fields and still keep the costs down. The consensus was to give a reduction in price when there is a three year commitment. Motion was made by Craig Kittel to implement the following fees: 1 year would be \$400; 2 years would be \$700 and 3 years would be \$900, all payments are to be collected up front, seconded by Frank Norton, motion carried.

**Sport Center Outdoor Rink:**

Nothing at this time.

**Sponsor for Starr Elementary Skating Rink:**

Joe gave background information on the Centre sponsoring the skating rink. Motion was made by Susie Van Blaircom to accept the \$3,000 sponsorship from the Centre and a banner will be put up to recognize them, seconded by Craig Kittel, motion carried.

**New Richmond Baseball Club – Field Prep Invoices:**

Joe will bring this back next month with supporting documentation.

**Directors Report:**

10/24 and 10/26 gave Doughboy Trail tour to the Vitality Initiative Group and Pathway Group, and also showed the proposed dog park.

The cement slab for Mary Park shelter 3 has been removed, filled and packed with sand.

A lot of time and work is put into permitting for the Doughboy Trail. Thanks to Tammy Wittmer with the County, we continue to make progress.

Joe approached the Chamber Board about the Downtown Flowers. They will continue to budget \$1,200 for the purchase of the flowers for the baskets but are not interested in anymore fundraising. The Kiwanis will be asked if they are interested in helping with this project.

Weston Arndt with the Utilities is assisting with monies to purchase LED lights for the Glover Park Christmas trees. They should be up as of today, 11/21/12. The manger scene will be put out Monday, 11/26/12.

The parks department has finished mulching leaves in the parks, winterizing, and doing general equipment maintenance to get ready for the snow season.

Landscaping at Citizens Field and Freedom Park has been completed.

Joe attended the Wisconsin Parks and Recreation Conference November 7<sup>th</sup> – 9<sup>th</sup>. The economics of parks and doing more with less seemed to be the theme.

Joe handed out a 2013 project sheet and discussion took place.

**Park Land Trust Fund:**

The balance is \$66,117.70. The insurance money for the Monette shelter was received.

**Announcements:**

The next Park Board meeting will be Wednesday, January 9<sup>th</sup>.

Frank Norton moved to adjourn the meeting, seconded by Craig Kittel, motion carried.

The meeting of the Park Board was adjourned at 9:20 p.m.

Minutes Submitted by  
Marie Bannink  
City Secretary

## FRIENDS OF FREEDOM PARK

### MEETING NOTES

1-8-13

#### Attendees:

- |                     |   |   |
|---------------------|---|---|
| 1. Dave Mehls       | - | NR Parks and Rec.                                 |
| 2. Darian Blattner  | - | NR Area Centre/Youth Soccer                       |
| 3. Brian Schroeder  | - | Youth Football                                    |
| 4. Brad Hildebrandt | - | Youth Soccer                                      |
| 5. Mary Simonds     | - | VFW Auxiliary                                     |
| 6. Dave Green       | - | VFW Post 10818                                    |
| 7. LeRoy Meyer      | - | VFW Post 10818                                    |
| 8. Chuck Mehls      | - | American Legion Post 80/City of NR – Emer. Gov't. |
| 9. Dennis Hurtis    | - | American Legion Post 80                           |

#### Freedom Fest 2013:

- Date of May 18<sup>th</sup>, 2013 confirmed by group. Hours to be determined.
- Brian's wife Amie is the new t-ball/coach pitch coordinator and will help schedule their events that day.
- Soccer will commit to some type of soccer tourney that day, even if the requested sanctioned tourney isn't approved.
- The Centre will commit to doing some type of "Fun Run" for kids on the trails around the park, as well as provide "Inflatable Jumpers" for kids.
- Darian will contact the Chamber and ask if they would be willing to help coordinate music.
- VFW and American Legion will coordinate the food menu and sales.
- VFW will apply for a Class B license to sell beer and wine coolers
- Dave Green will contact beer distributor for beer and to provide a refrigerated truck for the day.
- Brad H. will contact Bernicks for potential pop donation.
- Brad H. will contact the golf course to check on donating golf carts for the day.
- Dave M. will contact Frontier Ag. and Turf about donating a Gator.
- Lee M. will contact Jim Ottman about a helicopter display.
- Chuck M. will contact NR EMS and Fire about stand by and display vehicles
- Dave M. will contact the correctional facility about getting inmates on the 17<sup>th</sup> to help with set up.
- Dave M. will contact the NR National Guard armory about using their climbing wall and other activities.
- **Other Discussion:**
- Parking concerns – Dave will contact the bank to ask permission to use their property by Bluebill Ave. and the old NAPA building. He will also talk to the National Guard about their lot. Chuck and Dennis said the American Legion lot would be available if there are



no other activities going on. Parking attendants will be needed to park cars in the existing gravel lot and on the east side of the soccer fields.

- Handicap Parking – An area to accommodate 15 – 20 vehicles will be set aside by the southeast soccer field. Flatter area and easier for access.
- Handicap Access – Temporary structure using wood to be put together for wheelchair access to the southeast soccer field.
- Pedestrian Transportation – Golf carts will be needed to help transport those who have parked a distance away and need assistance.

#### **Irrigation Project:**

- Updated cost estimates for installing a well, pump house/storage facility and irrigating four fields is \$100,000.00.
- Youth Football has committed to \$1,000.00/year for five years. VFW and American Legion to discuss financial commitments with their boards. Girl's softball contacted but no decision at this time.
- Volunteers to help with installation/cleanup will be solicited.

#### **Grant Possibilities:**

- Michele Hermenson will be working with the VFW on grants for disabled vets and handicap accessibility for the park.
- Other Foundations, Groups or Businesses that were discussed to potentially approach:
  1. Otto Bremer Foundation
  2. Star Prairie Fish and Game
  3. Liquid Waste Technology
  4. St. Croix Electric
  5. Home Depot – Veterans receive 10% discount
  6. Anne Marie Foundation
  7. Thrivent Financial
- Brad H. said he will contact Target, State Farm Insurance and American Family Insurance on potential donations.

#### **Vietnam Veterans Moving Wall:**

- Lee Meyer presented some more information on the wall
- It was agreed upon by the group for Lee to move forward and put in a request for the wall for September, 2014.
- We should be notified sometime between September and December, 2013 as to the status of our request.
- Sponsors signing off on the request will be the VFW Post 10818, American Legion Post 80 and the Vietnam Veterans Association (VVA).
- If approved, we would hold a three day event and it was mentioned that we could easily see 5,000 to 10,000 visitors during that time.
- A good website to look at is [www.pauldouglasstudio.com](http://www.pauldouglasstudio.com).

- Cost of the wall is \$4,000.00, with another potential \$5,000.00 in other support costs, for a total of approximately \$9,000.00. The VFW Post 10818 has committed \$1,000.00, the VVA \$1,000.00 and the American Legion Post 80 up to \$2,500.00. Dave Green said he talked to Fred Horne, and Fred advised Dave to approach the City Council for funds as well.

**Other:**

- Dave M. is coordinating a pancake breakfast fundraiser for Sunday, February 10<sup>th</sup> from 8:00am to noon at the KC Hall and is looking for volunteers to work that day.

**Next Meeting – February 12<sup>th</sup>, 2013 – 6:00pm at the Civic Center**

**DOG PARK COMMITTEE**  
**JANUARY 16, 2013**

Those in attendance were: Jim Heebink, Erica Kufus, Pam Vruwink, Jody Klescewski, Terri Montpetit, Craig Kittel, Irv Sather, Dan Koski, Joe Kerlin and Bob Barbian

Joe Kerlin informed the group that since the last meeting the City Council and the Park Board has approved the plans with stipulations. The DNR now needs to approve the plan; Joe has been working with the DNR throughout this process. Joe recapped information from the last meeting.

Breakdown of costs were given of over \$5,500.00 for the parking area, ADA gate, signage and waste disposal. If the Dog Park is something the community wants, they will need to commit to the project. The Park Board will match \$2,500.00 if a friends group can match that. The park will then be opened. The estimated cost is about \$10,000.00 to get to the next phase. All these costs are for materials. The labor will be provided by the Park & Street Departments. Discussion took place on the gate size for the mowers and additional parking for the future.

Memberships were discussed; a family membership would be \$15.00 and we would like the townships to enforce the same fee structure. Memberships sold now would be activated the day the park opens. There was also conversation on having charter memberships and corporate sponsors. Bob will check into grants available through NR Foundation, Petco and Purina. Contacts will be made with the veterinarians, groomers, St. Croix Animal Friends, boarders and K-9 officers for interest in corporate sponsorship.

Irv suggested using the dog license roaster from the City and the surrounding townships for a base listing for a community meeting.

Joe explained the need to have a chairperson for this committee. Erica Kufus and Jody Klescewski volunteered to co-chair this group. The next meeting is scheduled for 6:30 on Wednesday, February 6<sup>th</sup> at the Civic Center.

Jim Heebink gave information on putting 6-8 blue bird houses at the dog park; and felt this would make a good project for a local boy Scout group.

Jim Heebink and Irv Sather were thanked for all the work they have done finding and placing the new fencing.

Notes By  
Marie Bannink  
City Secretary

## NEW RICHMOND PARKS AND RECREATION DEPARTMENT

### **POLICY: NAMING OF PARKS AND RECREATIONAL FACILITIES**

Proposal, January 2013

#### **CONTENTS**

Policy

1.0 Authorization

2.0 Purpose

3.0 Definitions

4.0 Naming Rights Categories

5.0 Procedures for Community Requests to Name or Rename a Park, Building, Major Feature or Amenity

#### **POLICY**

It is the policy of the New Richmond Parks and Recreation Department that the naming of new or renaming of existing parks and recreation facilities will be in the best interest of the city of New Richmond and its residents, and that the naming process complies with the guidelines and procedures set forth in this policy.

#### **1.0 AUTHORIZATION**

All requests for the proposed naming or renaming of parks, buildings, major features and amenities must go through the New Richmond Parks and Recreation Department and then to the Park Board.

The naming of parks, buildings, major features and amenities shall be the function of the New Richmond Park Board, with final approval coming from the New Richmond City Council.

#### **2.0 PURPOSE**

These policies and procedures are intended to guide a) any individual or community group that is interested in having a park, building, major feature or amenity named for a significant person, event or place, b) any individual, group, or business that is interested in having their significant gift/donation (park, building, major feature, amenity) named, c) the Parks Department staff in making their presentation to the Park Board, d) the Park Board in determining their recommendation to the City Council, e) the City Council with their decisions during public meetings.

### 3.0 DEFINITIONS

3.1 **"Parks and Recreational Facilities"** will include the following:

- 3.1.1 **Parks.** All traditional designed parks, natural open spaces, historic sites, specialized parks (e.g. Dog Park), and trails under the department's jurisdiction or management.
- 3.1.2 **Buildings.** Significant park and recreation structures that house parks and recreational activities. (e.g. shelters, concession stands, bathrooms, etc.).
- 3.1.3 **Major Features.** Major, permanent components of park and recreational facilities. (e.g. athletic fields, tennis courts, playgrounds, etc.).
- 3.1.4 **Amenities.** Smaller furnishings and facilities in the parks and recreation system (e.g. benches, tables, bleachers, etc.).

3.2 **"Sponsor"**. Individual, group or business that contributes cash or in-kind products to the Parks and Recreation Department with the expectation of something of value being returned. Typically this is public recognition and publicity or advertisement of the sponsor's logo, service or message.

3.3 **"Donation"**. Individual, group or business that contributes cash or in-kind products to the Parks and Recreation Department with no expectation of returned compensation or benefit.

### 4.0 NAMING RIGHTS CATEGORIES

The policy of the New Richmond Parks and Recreation Department is to reserve the naming or renaming of parks, buildings, major features and amenities to those circumstances which tradition and practice have shown to best serve the interests of the City of New Richmond and insure a worthy and enduring legacy for the City's parks and recreational system. Therefore, the department will consider naming rights in the following categories:

- A. **Outstanding or Historical Individuals.**
- B. **Historical Event or Place**
- C. **Major Gifts**

**4.1 GENERAL PRINCIPLES.** In considering any proposal to name or rename a park, building, major feature or amenity, the following questions should be considered individually or collectively.

- A. Will the name have historical, cultural and social significance for generations to come?
- B. Will the name engender a strong and positive image?
- C. Will the name memorialize or commemorate people, places or events that are of enduring importance to the community or nation?
- D. Will the name be identified with some major achievement or the advancement of the public good within the community or the nation?
- E. Will the name be particularly suitable for the park, building, major feature or amenity based on location or history of the area?
- F. Will the name have symbolic value?
- G. Will the naming request that accompanies a corporate gift result in the undue commercialization of the park, building, major feature or amenity?

**4.2 CRITERIA FOR CONSIDERATION OF NAMING RIGHTS**

To qualify for naming rights for a park, building, major feature or amenity, one or more of the following criteria should be met:

- A. Deeding to the City of New Richmond most, if not all of the land that the item to be named sits on.
- B. A monetary gift of 50% or more of the capital cost to construct the park, building, major feature or amenity.
- C. A long- term endowment to help with the repair and maintenance of the park, building, major feature or amenity.
- D. The provision of significant program costs for facilities that will serve parks and recreation program needs.

**4.3 RENAMING PARKS, BUILDINGS, MAJOR FEATURES OR AMENITIES.**

Proposals to rename parks, buildings, major features or amenities are not encouraged and should be entertained only after fully investigating and considering the potential impact of dropping the current name. Names that have become ingrained or widely accepted in the community should not be abandoned unless there are compelling reasons and strong public sentiment for doing so. Historical or commonly-used place names should be preserved wherever possible.

#### **4.4 NAMING OR RENAMING FOR OUTSTANDING OR HISTORICAL INDIVIDUALS.**

The following guidelines apply to naming or renaming requests that result from either a community process or major gift. The New Richmond Parks and Recreation Department will only consider naming rights for individuals who have either given extraordinary service to the New Richmond community, or who have given substantial donations in the form of money, land or other goods/services. This is typically not less than 50 percent of the value of the property or improvement.

- 4.4.1 Naming of parks, buildings, major features or amenities is encouraged only for persons who are deceased. Typically, that person's historical significance and good reputation have been secured in the history of the New Richmond Community. Exceptions to this could be if a living person made a substantial monetary gift for the purpose of Parks and Recreation, with the stipulation that a name be considered with that gift. However, the City of New Richmond reserves the right to discontinue any names that turn out to be disreputable or subsequently harms the reputation of the New Richmond community.
- 4.4.2 Priority for naming parks, buildings, major features and amenities after deceased persons should be given in the following order to those who have significant and lasting contributions 1) to the New Richmond Parks and Recreation Department, 2) to the City of New Richmond; or 3) to the Nation.
- 4.4.3 Naming of parks, buildings, major features and amenities after people who perish in or survive a tragic event or war should be considered only well after the public shock generated by the tragic event or war has lessened.

#### **4.5 NAMING AND RENAMING FOR HISTORIC EVENTS, PLACES AND PERSONS.**

When a park, building, major feature or amenity is located near or otherwise associated with events, places, and people of historic, cultural, or social significance, it is appropriate to consider naming such park, building major feature or amenity after such events, places and people. Documentation needs be provided to prove the correlation between these factors.

#### **4.6 NAMING AND RENAMING FOR MAJOR GIFTS.**

Naming or renaming of parks, buildings, major structures or amenities will be considered where the amount of the monetary gift is greater than 50% of the cost to build, renovate or maintain these parks, buildings, major structures or amenities. Terms and conditions of the length of time for these rights will be considered and agreed upon on a case by case basis. The City of New Richmond reserves the right to discontinue any name if the individual, corporation, association or other legal entity for which the name is given turns out to be disreputable or subsequently harms the reputation of the New Richmond community.

In considering a gift, the City of New Richmond will make the following determinations:

- A. Is the gift appropriate to the mission and needs of the city.
- B. Is the gift unrestricted or, if restricted given in broad or flexible terms to maximize usefulness.
- C. Is the gift irrevocable.
- D. Does the gift impose undue financial burden on the city due to ongoing operational or maintenance costs associated with the gift.
- E. Do the terms of the gift allow the city to apply the gift to related purposes if the intended purpose has already been fully funded or is no longer practical or necessary.

#### **4.7 OTHER CONSIDERATIONS**

- 4.7.1 Care should be taken in giving a name to a trail, building, major feature or amenity that is different than the name of the park, so that confusion is not caused for the public.
- 4.7.2 Facilities that are held by the City of New Richmond through a short-term lease or agreement should not be named.
- 4.7.3 All signs on any city owned land must meet the city's graphic and signage standards.



## **5.0 PROCEDURES FOR COMMUNITY REQUESTS TO NAME OR RENAME A PARK, BUILDING, MAJOR FEATURE OR AMENITY**

### **5.1 NAMING PROCESS – NEW & RENAMING**

- A. Working in conjunction with the New Richmond Parks and Recreation Department, individuals, groups or organizations interested in proposing a name for a new or existing un-named park, building, major feature or amenity must do so in writing, and adhere to the general principles outlined in section 4.1. The proposal shall be presented to the Parks and Recreation Director, and then to the New Richmond Park Board for consideration.
- B. A written description of qualifications for the name being considered must be submitted at this time. This should include the location of the park, building, major feature or amenity, and an explanation for the justification of the naming or renaming.
- C. The Park Board will seek input on a name request at their regular monthly meeting and will allow 30 days following their meeting for public input.
- D. A notice of naming or renaming a park, building, major feature or amenity will be published in the newspaper, city website and local cable access to offer chance for citizen comment.
- E. The Park Board will act on each request made, and if approved, will forward to the City Council for final approval following the 30 days for public comment.
- F. Only approvals of a proposed name or name change will be forwarded to the City Council.

- Information for this proposal derived from:
  - 1. City of Denver Colorado Parks and Rec. Dept.
  - 2. City of Whitewater Wisconsin Parks and Rec. Dept.
  - 3. City of Marshfield Wisconsin Parks and Rec. Dept.
  - 4. Town of Wellesly, Massachusetts
  - 5. Buncombe County North Carolina Parks and Programming Division
  - 6. GreenPlay, LLC.

TO: Park Board / City Council  
FROM: Joe Kerlin  
DATE: 01/17/13  
SUBJECT: Park Report for January 23, 2013

The Starr Elementary ice rink and warming house were opened on December 28. We were just short a few good flooding days to be open for all of Christmas vacation. The Centre sponsor board has been ordered and will be put on the west side of the building next week. Once again Mike Wickham does a great job getting the rinks into good skating condition. Thank you Mike.

Fire and Ice events are scheduled for February 9 from 1 – 4 pm. A Park Board team and City Council team would show great community support! Once again Dave Mehls is the main organizer for the Vitalympics. Thank you Dave.

SEH has informed us that they will be donating a portion of their services for the surveying of Doughboy Trail.

The Downtown Flower program kicked off this week and First National Bank is looking to sponsors one to three baskets @ \$105 each.

I have been contacted by the schools and learning service day is set for May 17<sup>th</sup>. This is the 10<sup>th</sup> anniversary so they are looking for really good projects.

Request for shelter bids should be in the paper the week of January 21<sup>st</sup>.

There was a very good dog park meeting on January 16<sup>th</sup>, minutes are attached. We have a good core group of go getters that are taking ownership of the development of the park.

Friends of Freedom Park have been meeting regular. Dave has provided us minutes from the last meeting.

1/17/2013

11:24 AM

## Transactions Detail Report - Full Description

Page: 1

Dated From: 12/01/2012

From Account: 800-00-11500-000-000

ACCT

Thru: 12/31/2012

Thru Account: 800-00-59237-000-000

Fund # 800 - PARK LAND TRUST FUND

Debit

Credit

800-00-11500-000-000

## RESTRICTED CASH/INVESTMENTS

Posting Date	Type	Transaction Number	Date	Beginning Balance:		
					76,261.42	
12/21/2012	CMP		12/21/2012	Checks Posted 12/21/2012		814.80
12/28/2012	CMP		12/28/2012	Checks Posted 12/28/2012		64.52
12/30/2012	JE	254	12/30/2012	INTEREST EARNED @ BREMER BANK - DECEMBER	4.53	
				Ending Balance:	75,386.63	

800-00-13100-000-000

## ACCOUNT'S RECEIVABLE

Posting Date	Type	Transaction Number	Date	Beginning Balance:		
					6,000.00	
				Ending Balance:	6,000.00	

800-00-21100-000-000

## VOUCHERS PAYABLE

Posting Date	Type	Transaction Number	Date	Ending Balance:		
					0.00	

800-00-25580-000-000

## DUE TO TIF#8

Posting Date	Type	Transaction Number	Date	Beginning Balance:		
						16,635.42
				Ending Balance:		16,635.42

800-00-26930-000-000

## DEFERRED REV - CITIZENS FIELD

Posting Date	Type	Transaction Number	Date	Beginning Balance:		
						6,000.00
				Ending Balance:		6,000.00

800-00-34300-000-000

## UNRESTRICTED, UNDESIGNATED F/B

Posting Date	Type	Transaction Number	Date	Beginning Balance:		
						1,072.09
				Ending Balance:		1,072.09

800-00-46720-000-000

## PARKS - CAMPING &amp; DUMPING

Posting Date	Type	Transaction Number	Date	Beginning Balance:		
						16,291.39
				Ending Balance:		16,291.39

800-00-46745-000-000

## RENT - PARK LAND

Posting Date	Type	Transaction Number	Date	Beginning Balance:		
						10,760.85
				Ending Balance:		10,760.85

800-00-48010-000-000

## MISCELLANEOUS REVENUE

Posting Date	Type	Transaction Number	Date	Beginning Balance:		
						3,000.00
				Ending Balance:		3,000.00

800-00-48100-000-000

## INTEREST ON INVESTMENTS

Posting Date	Type	Transaction Number	Date	Beginning Balance:		
						18.85
12/30/2012	JE	254	12/30/2012	INTEREST EARNED @ BREMER BANK - DECEMBER		4.53
				Ending Balance:		23.38

800-00-48400-000-000

## INSURANCE RECOVERIES

Posting Date	Type	Transaction Number	Date	Beginning Balance:		
						37,905.10
				Ending Balance:		37,905.10

1/17/2013 11:24 AM

## Transactions Detail Report - Full Description

Page: 2  
ACCT

Dated From: 12/01/2012

From Account: 800-00-11500-000-000

Thru: 12/31/2012

Thru Account: 800-00-59237-000-000

Fund # 800 - PARK LAND TRUST FUND

Debit

Credit

## 800-00-55215-000-000 DOUGHBOY TRAIL

Posting Date	Type	Transaction Number	Date	Beginning Balance:	2,200.00
				Ending Balance:	2,200.00

## 800-00-55216-000-000 PARK SHELTERS

Posting Date	Type	Transaction Number	Date	Beginning Balance:	165.00
12/21/2012	DIS	53473	12/19/2012	STEPHENS SANITATION - REFUSE	814.80
				Ending Balance:	979.80

## 800-00-55221-000-000 FREEDOM PARK

Posting Date	Type	Transaction Number	Date	Beginning Balance:	4,196.35
12/28/2012	DIS	53505	12/28/2012	CITY UTILITIES - 2ND BILLING	27.68
				Ending Balance:	4,224.03

## 800-00-55223-000-000 HATFIELD - CAMPGROUNDS

Posting Date	Type	Transaction Number	Date	Beginning Balance:	2,860.93
12/28/2012	DIS	53505	12/28/2012	CITY UTILITIES - 2ND BILLING	36.84
				Ending Balance:	2,897.77

Fund Totals:

Beginning	91,683.70	91,683.70
	883.85	883.85
Ending	91,688.23	91,688.23

**PARK LAND TRUST FUND  
RESTRICTED CASH & INVESTMENTS  
ACCT#800-00-11500  
31-Dec-12**

	AMOUNT	INTEREST
BREMER BANK - ACCT#0315-3264 SAVINGS - PARK LAND	32,547.20	0.15%
HATFIELD CAMPGROUNDS CAMPING & DUMPING	13,357.36	
HATFIELD LAKE REGIONAL PARK LEASE REVENUES	(8,537.68)	
PARK SHELTERS 2012 INSURANCE RECOVERIES	36,925.30	
EARLEY PROPERTY DEVELOPMENT RESTRICTED	1,094.45	
<b>TOTAL INVESTMENT @ BREMER BANK</b>	<u>\$ 75,386.63</u>	

\*\*\*\* 2012 INTEREST EARNED \*\*\*\*

JANUARY 31, 2012	1.80
FEBRUARY 29, 2012	1.63
MARCH 31, 2012	1.67
APRIL 30, 2012	1.44
MAY 31, 2012	1.23
JUNE 30, 2012	1.13
JULY 31, 2012	1.40
AUGUST 31, 2012	1.49
SEPTEMBER 30, 2012	1.39
OCTOBER 31, 2012	1.85
NOVEMBER 30, 2012	3.82
DECEMBER 31, 2012	4.53
	<u>23.38</u>